

## **Summary Minutes**

### **Public Information Officers Committee**

**Thursday November 20, 2003**

#### **Attending Members**

Blomstrom, Mark  
Bortolin, Greg  
Candee, Michele  
Chairez, David  
Chrystal, Chris  
Conway, April  
Dixon, Jean  
Doherty, John  
Dunt, Susan  
Evans, Kim  
Framsted, Martha  
Hansen, Anne  
Harmon, Robert

Hobson, Paula  
Jacobs, Tom  
Johnson, Freeman  
Komac, Mary Ellen  
Manning, Jim  
Rhodes, Karren  
Ruttan, Ed  
Sargent, Tom  
Sweet, Robin  
Toulouse, Kim  
Wright, Janice  
**Guest**  
Linda Desantis

#### **Absent Members**

Dehl, Peggy  
Foster, Ed  
Kuckenmeister, Mike

#### **I. Introductions:**

Members introduced themselves. Invited guests via video conference; Samantha Charles and Erik Pappa, both of Clark County. Mark Blomstrom introduced Linda DeSanits, The State of Nevada Web Master.

#### **II. Review of Minutes:**

Minutes were reviewed and approved.

#### **III.DEM Updates:**

New binders were distributed to the members present.

#### **IV.TRAINING Issues:**

##### **A. G-290**

DEM is in negotiations with different entities to procure an instructor for the G-290 course.

Kim Evans stated that the basic course was not needed for those with PIO background. Comments around the room were made that others would be interested in this course. It was decided that DEM would continue its efforts in this area, and that it would be voluntary attendance.

Michele explained the difference between the E-388 course and the IEMC.

The E-388 is offered on campus in Emmitsburg, Maryland. This course is specifically designed for the PIO. This offers advanced training in the area of public information related to a disaster.

The IEMC offered by the Emergency Management Institute places public officials and emergency personnel in a realistic crisis situation with a structured learning environment.

The IEMC stresses the integration of function, resources, organizations, and individuals in all phases of emergency management. This course is offered in numerous versions to meet current needs and may be offered either for the officials from several communities (generic course) or for a specific community. This course requires application by a local, and or state entity.

B. In addition, the team will be offered Incident Command System (ICS) training. ICS training will be taught by DEM. This will be a quick course in basic ICS. The proposed date for this training is January 15<sup>th</sup>, 2003. This will begin at 9:30am, and last approximately two (2) hours.

C. Quarterly table- top exercise will begin in February.

*Members received a copy of the Concept of Operations Plan prepared by DEM. Tom Jacobs asked that each member read this document, add their comments, and forward to Michele before the next meeting.*

#### **V. ACTION ITEMS:**

Michele will forward a letter on behalf of the Governor's Office for those members that need the importance their participation confirmed.

Michele will set up training and assign members for EM-2000

#### **VI. ADJOURNMENT:**

The next meeting is scheduled for *Thursday December 18, 2003*. With no further business to discuss, the meeting was adjourned at 10:20 a.m.